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| U.S. Department of Labor Employment and Training Administration Office of Apprenticeship Training, Employer and Labor Services (OATELS) Washington, D.C. 20210 | <u>Distribution:</u> A-541 National Office A-546 All Field Tech A-547 SD+RD+SAC+; Lab.Com | <u>Subject:</u> <u>Code:</u> 200 New Apprenticeable Occupation – Load Dispatcher |
| Symbols: DSNIP:FJH | Action: Immediate | |

PURPOSE: To inform the OATELS and Bureau of Apprenticeship and Training Staff (BAT) of a new apprenticeable occupation:

Load Dispatcher
 DOT Code: 952.167-014
 RAIS Code: 1047
 O*NET Code: 51-8012.00
 Training Term: 8,000 hours

BACKGROUND: ATR John Cantrell, on behalf of the Idaho Power Company, initiated this apprenticeability request for this occupation.

The Load Dispatcher is responsible for performing and coordinating the necessary functions to ensure the adequate production and distribution of electricity to meet power demands. From a control center the Load Dispatcher is also responsible for the safe, correct, and efficient operation of power plants, and their associated transmission and switching stations. Load Dispatchers calculate load estimates of electrical power generating stations, to meet fluctuating demands, manage river flows and elevations to ensure they are maintained according to regulations, instructions, and license requirements. Monitors controls, gauges, charts, and display screens showing the operational status of all plant equipment and connecting lines, and makes adjustments as conditions warrant.

Load Dispatcher will be added to the list of occupations recognized as apprenticeable by OATELS when the list is reissued.

A suggested work process schedule and related instruction outline are attached for your review.

ACTION: BAT staff should review and retain a copy of this bulletin, including all attachments, as a source for developing apprenticeship standards and/or providing technical assistance.

Attachments

WORK PROCESS SCHEDULE
LOAD DISPATCHER
DOT CODE: 952.167-014
O*NET/SOC CODE: 51-8012.00
RAIS CODE: 1047

JOB DESCRIPTION: A Load Dispatcher is responsible for performing and coordinating the necessary functions to ensure the adequate production and distribution of electricity to meet power demands. From a control center the Load Dispatcher is responsible for the safe, correct, and efficient operation of power plants, and their associated transmission and switching stations. Calculates load estimates according to weather and consumer demand records and notifies switchboard operator at generating stations of electric power required to meet fluctuating demands. Manages river flows and elevations, ensuring they are maintained according to regulations, instructions, and license requirements. Monitors controls, gauges, charts, and display screens showing the operational status of all plant equipment and connecting lines, and makes adjustments as conditions warrant. Takes immediate steps to rectify abnormal operating conditions and maintains all records and reports in a complete and well-documented manner. Notifies maintenance crew of location and deenergization of troubled sector, and verifies that workers are clear of repaired equipment before directing energization of circuit. Coordinate with the Real Time Trader in making economic decisions regarding the operation of the hydroelectric and thermal generating system.

Load Dispatcher must have an extensive knowledge of power plant operations and be highly proficient in the use of necessary computer systems. Must be a good communicator and must be able to work well in a team-based environment. Must be able to maintain poise and function effectively under varying pressures on the job.

WORK PROCESS SCHEDULE

WORK PROCESSES

Required Hours

| | |
|---|-----------------|
| <u>Administration</u> Print reading, Market Operations | 200 Hrs |
| <u>Computers</u> Word, Excel, Passport, OSI-Pi, Intranet (Spillway), Outlook 2000 | 600 Hrs |
| <u>Team Skills</u> HPWT 101 | 350 Hrs |
| <u>Plant Operations</u> <ul style="list-style-type: none"> • EMS Controls 1500 hrs • SCADA 300 hrs • Issuing Clearances and Hot Line Holds 200 hrs • Water Control 1500 hrs • System Reliability 500 hrs | 4000 Hrs |
| <u>Safety</u> Safe operation of people and equipment within power plants, emergency action plan, oil spill prevention, clearances, lock-out/tag-out, Blackstart confined space, first aid, tailboards, defensive driving. | 450 Hrs |
| <u>Energy Accounting</u> DORS (dispatch outage reporting system), Reporting | 500 Hrs |
| <u>Plant Equipment Maintenance</u> Protective Relay, SCADA, Control Schemes, Communications Equipment, Voltage Regulators, Equipment Breakers | 1900 Hrs |
| Total | 8000 Hrs |

RELATED TRADE INSTRUCTION

CLASSROOM

| <u>COURSE</u> | <u>Required Hours</u> |
|--|------------------------------|
| Computers | 150 total |
| Excel | 25 |
| Word | 10 |
| Exchange (Website information) | 10 |
| Outlook (E-mail) | 10 |
| PI (Plant Information) | 25 |
| DORS (Dispatch Outage Report System | 10 |
| Energy Accounting System | 10 |
| Energy Management System | 50 |
| Safety | 90 |
| Clearances | 11 |
| Print Reading/Print Revision | 6 |
| EAP (Emergency Action Plan) | 12 |
| Plant Equipment | 22 |
| Blackstart | 12 |
| Synchronization-Control | 6 |
| Generation Basics | 12 |
| Local Service | 10 |
| SPCC (Spill Prevention Control and Countermeasure) | 6 |
| WSCC (Western States Coordinating Council) | 120 |
| HPWT 101 (High Performance Work Teams) | 32 |
| TOTAL | 489 Hrs |

HOME STUDY

| <u>COURSE</u> | <u>Required Hours</u> |
|--------------------------------------|------------------------------|
| Basic Electricity 1-7 | 130 |
| Electric Utility Systems & Practices | 150 |
| Basic Math | 60 |
| Plant Equipment ICS Course | 200 |
| TOTAL | 540 Hrs |